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Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: Haines Assisted Living, Inc.

Name of Project: Certified Nurse's Aid Training

Reporting Period: 9/8/2008 to 12/31/2008

Contact Person: Vince Hansen

Contact Number: 766-3616

Email Address: halincn@aptalaska.net

Expenditures to date: \$3,657.90

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.

Signed by:

Dated

12/31/08

1. In a few sentences, please describe the scope of your project:

Planned facility administrator will complete Certified Nurse's Aid course and obtain State licensing. This will help prepare the administrator to provide the necessary services to residents and to oversee staff at the facility. Administrator and Universal Workers will be trained in specialized job skills by June in preparation for hire at facility opening.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

Administrator signed up for, traveled to and from Juneau each week, and completed the course as planned with 100% attendance and a 98% overall grade. He obtained State licensing as a CNA.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

The next couple of months will be spent finalizing the course details for Phase II of the project, which is scheduled to begin in February with the Administrator portion. In March, the remaining trainees will be recruited, and selection completed by April. Their training is currently scheduled to be provided during the month of May or June. The facility is expected to open by August 1 and they will begin employment at that time.

4. a. How many are in your training program during this reporting period?

One

b. How many people have been trained and/or certified to date from this grant?

One

(Please complete form below.)

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
Haines	CNA	CNA	9/3-12/4/08	12/4/08	Upon completion of Phase II (appx. 3/15/09) will be hired as HAL Facility Administrator

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Project is proceeding according to plan. Phase I of training was completed as planned, right on schedule. Possible weather disruptions did not materialize allowing trainee to attend all sessions. Expenditures are somewhat lower than expected at this point due to savings on the cost of travel. No changes to project scope are requested at this time.

Please provide an explanation to this change and your resolution to the variance.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

State and course standards were previously established. These have been met and exceeded by the trainee. Course was passed with excellent grade and State licensing exams/practicals also completed.

8. Please identify areas that we can assist you in the future.

If needed, funds saved to this point can hopefully be applied to later costs. Staff there have been very helpful in completing necessary steps. Thanks.